

Pre-RFP Informational Session Agenda
RFI-8-2
Indiana Department of Environmental Management
Risk Assessment Services

The Indiana Department of Environmental Management will be hosting a Pre-RFP
Informational Session on:

June 18, 2007
1:00 P.M. – 3:00 P.M., EST
Indiana Government Center
Conference Rooms 4 and 5
402 West Washington Street
Indianapolis, IN 46204

- I. Introductions
- II. Discussion of Request for Proposal (RFP) process by Indiana Department of Administration
- III. Discussion of Minority and Women's Business Enterprise Requirements
- IV. Description of RFP:

IDEM will be seeking to receive responses from contractors who are capable of providing assistance in evaluating risk assessment related submittals through an upcoming RFP. This work will be performed using IDEM guidance with additional direction provided by IDEM staff. Turn around time on reviews will normally be 30 days, with some exceptions for extremely complex submittals. It is anticipated that the workload will be heavy. Selected contractors will be required to attend a training session in Indianapolis to cover details of what is expected of the contractor in the risk assessment review process. The training will cover a guidance document that will be issued to all selected contractors.
- V. Questions and Answer Session

Prior Solicitation: BAA 2-44

Additional Information

IDOA PROCUREMENT LINKS AND NUMBERS

www.in.gov/idoa/proc

1-877-77BUYIN (8946) For Vendor Registration Questions

buyindianainvest@idoa.in.gov For Inquiries Regarding Substantial Indiana Economic Impact

- A. www.BuyIndiana.IN.gov
Link to the developing “one stop shop” for vendor registry with IDOA and Secretary of State, MWBE business loop up, etc.
- B. Secretary of State of Indiana
Can be reached at (317) 232-6576 for registration assistance. www.in.gov/sos
- C. Indiana Economic Impact Form
Online version available at www.in.gov/idoa/proc (drag down page to “Indiana Economic Impact” link)
- D. Minority and Women Owned Business Enterprises
www.in.gov/idoa/minority for more information www.BuyIndiana.IN.gov for table of IDOA certified MBEs and WBEs.
- E. RFP posting and updates
Go to www.in.gov/idoa/proc (select “current Solicitation Opportunities” link) Drag through table until you find desired RFP/RFI number on left-hand side and click the link.
- F. Information Technology (IT) Standards and Policies
Go to <http://www.in.gov/iot/architecture/> (select Architecture and then click on Standards and then on Policies)